


State of Michigan
Michigan Department of Health and Human Services (MDHHS)

Michigan Nurses Licensure Survey Request for Proposal
and
Michigan Nurse Mapping Request for Proposal
Issued May 11, 2015

Questions and Answers Forum

Number	Question	Answer
1	To confirm, consultation costs and sub-contracting costs are not eligible use of funds for both Component 1 (survey) and Component 2 (map) per p14 of the RFP, correct?	Correct.
2	Should the max 15-page narrative (fifth item on both checklists) be single-spaced?	It can be single spaced, but it is not required to be.
3	Can MDHHS provider me with the Excel workbook referenced on page 1 of Appendix E for forms DCH-0385 (Program Budget Summary) and DCH-0386 (Program Budget-Cost Detail Schedule)?	The Excel workbook will be placed on the RFP page. http://www.michigan.gov/mdch/0,4612,7-132-2946_43858-354360--_00.html
4	If the Excel workbook is not available, should my organization attempt to format a blank document that follows the example forms provided in Appendix E?	Non applicable.
5	Are you currently using a vendor for this project? If so, who is the vendor?	Yes. Survey – Michigan Health Council/Michigan Center for Nursing Mapping – Michigan Public Health Institute
6	Please provide a copy of the 2015 survey, or most recent survey, as noted in Section D, Statement of Work, Component I.	 Survey_of_MI_Nurse s2015.pdf

7	Please provide a copy of the most recent narrative report of the statewide and regional findings.	https://www.michigancenterfornursing.org/initiatives/data
8	Under the “Staffing Plan” section of the Proposal Evaluation Criteria portion, please clarify what is expected as a “Bio-sketch for all personnel.”	Provide: <ul style="list-style-type: none"> • degree held; • summary of current position and experience; • role and level of involvement with project; and • relevant experience to the work being proposed.
9	Please clarify what is required for item number 9, “Required Attachments,” in the “Content of Proposal Package” section.	Refer to page 16 (A) – the relevant content of the proposal (1-8) would be defined as required attachments.
10	With reference to the Grant Agreement (Appendix F), section I.K Human Subjects, is the project subject to IRB review and approval?	No. Human subjects are not applicable to this RFP.
11	With reference to the Grant Agreement (Appendix F), section IX Liability, does the Department require the Grantee to accept uncapped liability? Will the Department agree that all acts by Grantee within the scope of the project are covered by Department’s governmental immunity?	Yes, the liability provision is as stated in the sample grant agreement language. No, governmental immunity does not apply to the Grantee.